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California State University, San Bernardino

University Diversity Committee

Thursday, March 7, 2013

MINUTES

Committee Members Present: Baeza, Caballero, Collins, Davis, Esfandiari, Evans-Carthen, Moore, Murillo-Moyeda, Tan, Texeira, Zuniga

Committee Members Absent: Carswell, Harrington, Moore-Steward, Muhtaseb

Ex Officios Present: Bateman, Contreras

I. Approval of Minutes

Davis suggests clarifying who “she” is referring to under section II, a, iii. Bateman agrees to replace “she” with Murillo-Moyeda to avoid confusion. Texeira moves to approve the minutes with the correction. Davis seconds. Minutes are approved.

II. Budget Report

Contreras provides committee with a copy of the most updated budget. She explains the breakdown of the budget.

III. Subcommittee Reports

a. Event Funding Requests

Murillo-Moyeda updates the committee that there are currently no funding requests.

b. Conversations on Diversity

Evans-Carthen reminds the committee that the next Conversations on Diversity event is scheduled for Tuesday, May 7th from 12:00-1:30pm in the Student Union Event Center. She adds that the speaker of this event is Paula J. Caplan. Murillo-Moyeda updates the committee that the subcommittee met and discussed ideas for future Conversations on Diversity events and they were able to come up with a variety of great ideas including having an event centered around Muslim women and include a panel of Muslim women.

c. Diversity Training

Evans-Carthen informs the committee that the training conference for new trainers is scheduled for June 11th and 12th in New York. Evans-Carthen adds that the cost of registration is \$1,102.50, cost of airfare is \$720 and the cost of the hotel is \$510 for two nights. She adds that these totals were provided to her by Jonathan Higgins of Housing and Residential Life who will be attending the training in New York. Evans-Carthen also

informs the committee that the Diversity Awareness workshop is scheduled for April 24th from 8:00am-4:30pm in PL 4005 and PL 4005A.

d. Diversity Initiative

Caballero reports that Collins and Costino re-drafted the proposal. Caballero reports that one of the concepts that was changed was the fact that instead of UDC and TRC being the main sponsors of the initiative it would now be proposed on behalf of Dr. Morales. However, UDC and TRC would still be doing the legwork of the initiative but it would have the support from the top. Caballero adds that he has already talked with Dr. Morales and he is in full support and would first like it to be presented to Academic Affairs, Faculty Senate and possibly Administrative Council. Collins adds they are moving forward and they already have a student in mind to participate in the luncheon. Murillo-Moyeda asks for some clarification about how the initiative will be presented now. Caballero says it will be implemented by UDC and TRC but have the support from the President, at the top. Texeira reminds committee that we are still collecting testimonials from students about their experiences in the classroom. Collins adds that it would be beneficial to include other voices from the campus such as faculty and staff.

Evans-Carthen adds that one of the proposed topics at the Conversations on Diversity subcommittee meeting was diversity in the classroom. Tan says he thinks it is a good idea to email the subcommittee if they have any ideas. Collins says the purpose is to give a voice at the luncheon to those who don't have a voice. She adds that they have to be careful of what comments are selected for the activity at the luncheon. Collins inquires what the timeline should be for this. Caballero said that within the next week or two they would like to present it to Academic Affairs Council. He adds that two weeks after that perhaps they could present it to Admin Council and hopefully have it all presented and taken care of by the end of April.

e. Webpage

Tan reports that they were able to have a meeting with John Baumann and present to him the aspirational webpage that they all have in mind. The subcommittee decided that they would like to have more of what events the committee will be sponsoring/hosting rather than just a bunch of text. Tan adds that there is another webpage subcommittee meeting scheduled for next quarter. Tan informs the committee to email him suggestions for the webpage and he will discuss them with the subcommittee and present them to John Baumann. Caballero adds that he would like the site to be more user friendly in addition to adding upcoming events. Tan agrees and mentions that currently the site focuses on the committee itself instead of the work of the committee and he and the rest of the subcommittee would like that to be changed.

Texeira suggests once the site is up and running it would be beneficial to display it at a UDC meeting with John Baumann there to go over it as a demo before the site becomes public. Committee agrees that is a good idea.

IV. New Business

a. Request for Funding- Criteria and Guidelines

Murillo-Moyeda presented the committee with the proposed corrections to the Event Funding Request form. The committee discusses wording details and Caballero suggests sending all edits to the subcommittee and let them figure out the exact wording.

Caballero suggests having a section to put what UDC funds and what UDC will not fund and clarify these differences. He also suggests separating procedures from criteria. Tan adds that it is important to include an instrument of feedback of the event as a part of the process. Baeza adds that this used to be part of the process and he remembers a document that Tina Valencia had that would be sent out following events funded by UDC. Contreras notes it is not in the binder that was given to her by Tina Valencia but they could create something similar to a form used by the library for student assistant applications. Contreras says she will have John Baumann create this and she will send it to Murillo-Moyeda.

Murillo-Moyeda says Baeza, Texeira and herself will send out the document with all the suggestions they receive for review of the committee.

V. Announcements

Texeira asks if Dr. Milton Clark can be invited to attend an upcoming meeting, possibly in the Spring quarter, to share with the committee what his new position entails.

Evans-Carthen announces that tomorrow morning, Friday March 8th at 8:30am in the Student Union Event Center Assemblymember Brown will be speaking and Dr. Milton Clark will be honored if anyone wishes to attend.

Contreras asks the committee how they feel about having an email address set up for UDC. She explains the purpose of the email address would be to send out save the dates, announcements, etc. so that everything UDC related is being sent to the campus from one email address. Zuniga adds that the account can have a few administrators tied to it. The committee thinks the idea of an UDC email account for publicity purposes is a good idea and they would like to have it created. Moore adds that the email account would be a good idea because it will serve as a buffer for any negativity that people may send and they will not be directly attacking the individual but rather the email account.

Zuniga announces that the Latino Book and Family Festival is going to be held on May 4th here on campus.

Evans-Carthen announces that the 27th Annual Service Awards Luncheon is scheduled for April 30th from 11:30-1:30 in the Student Union Event Center.